Government of Pakistan
Ministry of National Health Services Regulations & Coordination
LG&RD Complex, Sector G-5/2, Islamabad
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Islamabad, the 09th May, 2017

NOTIFICATION

F. No. 4-83/2016-HIS-DD (P-I)   The competent authority, Ministry of National Health Services, Regulations and Coordination (NHS.R&C), Islamabad has been pleased to constitute a Technical Working Group on Health Management Information Systems in order to periodically meet and discuss issues regarding streamlining and strengthening of a cross country Health Management Information System with the objective to:-

➢ Address the data, M&E processes (e.g. manual) and systems (manual and automated) issues that were identified and to create the management information environment that meets the country's (Ministry's and health department's) long-term strategic objectives. This will be achieved via a number of work streams as follows:

1. Inclusion of SDGs in DHIS and reviewing it
2. Discussion review and plan on DHIS II in terms of roll out planning and pilot implementation of information systems
3. Data issues, quality and analysis
4. Initiating dialogue with provinces on
a) Opportunities for improvements "quick wins"
b) Discuss and identify gaps and issues
5. Technical environment and support from partners
6. Identifying and agreeing upon specification and procurement of software and hardware

➢ Each of the above work streams will be managed as a sub theme of the overall Management Information System. These will be in line with agreed set of deliverables and timescales. They will comprise a number of discrete tasks and activities with the focus of ensuring satisfactory and timely delivery of the agreed products.

➢ Accomplishment of the tasks and activities leading to a satisfactory outcome to the project will require specialist input from individuals possessing knowledge of the relevant functional areas as well as expertise in disciplines applicable to the various work streams.

➢ The Working Group is designed to bring together individuals possessing the relevant knowledge and skills who will act either individually or collectively to undertake assigned tasks and activities in order to achieve the objectives.

Composition:

1)	Director Programs/HPSIU, M/o NHSR&C, Ibd.	**Chairman**
2)	Deputy Director (P-I) HPSIU, M/o NHSR&C, Ibd.	Secretary/Member
3)	Director/Deputy Director DHIS, Department of Health (KP, Sindh, Balochistan, Punjab, Gilgit Baltistan, AJK, ICT, FATA)	Members
4)	Coordinator HSRU/PSPU (KP, Sindh, Balochistan, Punjab, AJK, FATA)	Members
5)	Two Technical persons from Each Province/ Region on Information System Specialists, Computer Programmers, IT Specialists, M&E Specialists.	Members
6)	SDG focal person of respective Health Departments & vertical programs (KP, Sindh, Balochistan, Punjab, Gilgit Baltistan, AJK, ICT, FATA)	Member
7)	Information Technology Board, Government of Punjab	Member
8)	Epidemiologist, HPSIU M/o NHSR&C, Ibd.	Member
9)	Monitoring & Evaluation Officer, HPSIU M/o NHSR&C, Ibd.	Member
10)	Data Manager, HPSIU M/o NHSR&C, Ibd.	Member
11)	WHO/UNICEF/UNFPA/WFP/DFID/TRF/USAID/JSI	Members
12)	Any co-opted member.	

ToRs:

1. Work jointly with HPSIU Mo NHSR&C and members of the Working Group within and across the work streams to define tasks and activities and the processes and resources for their accomplishment

2. Perform allocated tasks within specific work streams

3. Identify and bring to the attention of the forum any additional tasks that may be necessary in order to achieve a specific outcome

4. Bring to the attention of the Senior Managers any problems and issues that may adversely affect the timely accomplishment of allocated tasks, such as a lack of resources to meet deadlines, skill shortage in particular areas, etc.

5. Contribute to the project's Communications Plan, e.g. by participating in system demonstrations, briefing sessions, etc.

6. Serve as the conduit through which information about the project is communicated to colleagues

7. Agreed upon intervention i.e. inclusion of indicators: DHIS review; DHIS II etc and getting approval from DoH

TWG Quarterly Review Meetings:-

1. The Working Group will meet at approximately initially monthly/quarterly intervals with an agenda that will include monitoring progress against achievement of project objectives, any problems or issues encountered and examples of good practice.

2. Meeting to be rotated across the country at provincial/regional level.

3. An agenda will be prepared in consultation of provinces/regions and issued to members at least two weeks before each meeting.

4. Minutes of each meeting, including action points and owners, will be circulated to all participants no later than one week after the meeting.

5. The HPSIU Mo NHSR&C in consultation with provinces/regions will be responsible for producing and circulating the minutes after sharing the draft.

6. A recap based on previous meeting minutes will be conducted and the progress made on decisions of such previous meetings assessed at each subsequent meeting.

7. The HPSIU Mo NHSR&C will be responsible for producing and circulating the agenda and minutes.

Expected Outcome:-

1. Work towards improving data quality including precision, reliability and timeliness for utilization

2. Engage partners for capacity building of the staff at national, provincial and regional levels

3. Produce National Health SDG report for planning commission

4. Produce briefs and reports of provincial and regional health related SDGs

5. Provide support across provinces/regions for sharing/adopting best practices and for mutual learning

6. MIS working in public sector which need to be brought on one common interface/platform

(Dr. Sabeen Afzal)
Deputy Director (P-I)

Distribution:-

➤ All concerned.

Copy to:-

1. Sr. PS to Secretary, M/o NHS, R&C, Islamabad.
2. PS to DG Health, M/o NHS, R&C, Islamabad.